



## Governance Committee Meeting

**Date:** January 23, 2014

**Time:** 10:00 AM – 11:30 AM

**Place:** Conference Call: 877-820-7831; 526153#

**Present:** Heidi Smith, Sharon Schmidt, Janelle Moos, Bret Burkholder, Gordon Christensen, Terry Traynor, Karla Ranisate, Troy Fleck, Heather Wanner, Carisa Upton, Debbie Tibiatowski

**Absent:** Phil Pfennig, Pam Nesvig, Molly Brooks

- I. Review prior meeting minutes.
- II. Information:
  - Quick Program Status Update for Each Service with Usage Statistics
    - Registrations were reviewed. Everything seems pretty consistent from the last meeting. There was a slight increase overall, the implementation of the registration link was discussed as a factor in contributing to the increase.

Agency	Offender Status Breakdown					Type Of Registration Breakdown						
	IC	OC	UC	TR	Total	Phone	Pager	Letter	Email	TTY	Text	Total
Adams County Jail	0	9	0	0	9	0	0	0	0	0	0	0
Barnes County Sheriff's Department	15	52	0	4	71	0	0	0	0	0	0	0
Bottineau County Sheriff's Office	8	17	0	6	31	1	0	0	6	0	0	7
Burleigh County Sheriff's Office	173	353	0	72	598	117	0	0	63	2	25	207
Cass County Jail	213	536	0	110	859	119	0	0	106	0	21	246
Cavalier County Jail	1	3	0	0	4	0	0	0	0	0	0	0
Grand Forks County Correctional Facility	159	256	26	49	490	68	0	0	64	0	27	159
Heart of America Correctional & Treatment Center	93	49	0	25	167	24	0	0	15	0	6	45
Lake Region Correctional Facility	77	151	0	64	292	34	0	0	17	0	5	56
McKenzie County Sheriff's Office	3	22	0	24	49	0	0	0	0	0	0	0
McLean County Sheriff's Office	21	30	0	4	55	8	0	0	18	0	6	32
Mercer County Sheriff's Office	14	21	0	13	48	5	0	0	20	0	6	31
Morton County Correctional Center	12	5	0	1	18	0	0	0	1	0	1	2
Mountrail County Sheriff's Department	16	39	0	0	55	0	0	0	2	0	1	3
ND Department of Corrections and Rehabilitation	1,535	479	16	393	2,423	690	0	0	2,203	0	566	3,459
Pembina County Jail	10	11	0	1	22	0	0	0	4	0	3	7
Richland County Corrections	14	23	0	4	41	0	0	0	10	0	1	11
Rolette County Jail	13	38	0	7	58	0	0	0	8	0	0	8
SW Multi-County Correction Center	71	187	9	21	288	8	0	0	10	0	11	29
Stutsman County Correctional Center	65	116	0	0	181	11	0	0	23	0	8	42
Traill County Jail	2	20	0	1	23	0	0	0	0	0	0	0
Walsh County Jail	23	47	0	7	77	0	0	0	6	0	2	8
Ward County Sheriff's Department	112	365	1	17	495	12	0	0	27	0	26	65
Williams County Jail	123	309	0	19	451	12	0	0	42	0	35	89
<b>Totals</b>	<b>2,773</b>	<b>3,138</b>	<b>52</b>	<b>842</b>	<b>6,805</b>	<b>1,109</b>	<b>0</b>	<b>0</b>	<b>2,645</b>	<b>2</b>	<b>750</b>	<b>4,506</b>

\* IC=In Custody, OC=Out of Custody, UC=Unsupervised Custody, TR=Transferred

Agency	Probationer/Parolee Status Breakdown						Type Of Registration Breakdown						
	IC	OC	UC	Sup	Other	Total	Phone	Pager	Letter	Email	TTY	Text	Total
ND Probation & Parole Main Office	126	5,348	0	0	1,468	6,942	398	0	0	1,615	1	395	2,409
<b>Totals</b>	<b>126</b>	<b>5,348</b>	<b>0</b>	<b>0</b>	<b>1,468</b>	<b>6,942</b>	<b>398</b>	<b>0</b>	<b>0</b>	<b>1,615</b>	<b>1</b>	<b>395</b>	<b>2,409</b>

\* IC=In Custody, OC=Out of Custody, UC=Unsupervised Custody, Sup=Supervised

Month (of 2013)	% New Protection Orders with Registrations
August	28%
September	51%
October	31%
November	47%
December	29%

- Quality Assurance Issues: Progress and Plan
  - Discussed more information about auto resyncs. The committee discussed the NT projects and how that will help with data quality.

### III. Quick Updates on Old Business:

- Victim Data Pull, Photos and VINE NT
  - Provided updated time line and list of agencies to be interfaced with the VDP, photos and the NT project.

### IV. Jail Best Practices for Victim Notification Summary

- Informed committee that victim notification was included in the jail best practices manual, and it is going through final approval currently.

### V. New Business:

- Courts IJIS Grant and Status
  - Provided some background information regarding the court project and what the SSP is. The kickoff is tentatively scheduled for Feb. 20 & 21.
- Outreach Plan
  - Heidi Reviewed the outreach plan with the committee. Asked for suggestions or feedback if there were any missed stakeholders or any ideas on other opportunities for outreach. No suggestions were provided at that time, the committee was encouraged reach out to Heidi if anything comes to mind.

Heidi also discussed the ability to provide FB ads regarding upcoming events collaborating the information with SAVIN.

- Finalize Strategic Planning Working Group
  - Briefly discussed the program features and asked for volunteers for strategic planning.
    - Janelle, Sharon, Molly, Carisa, and Debbie all volunteered. Bret would help if we need him.
    - Heidi will schedule a meeting with the committee for February/March to work on the program features.